



**SCOTTSDALE AIRPORT ADVISORY COMMISSION
PUBLIC MEETING**

**Scottsdale Airport Terminal Lobby
15000 N. Airport Drive, Scottsdale, AZ**

June 11, 2014

MINUTES

PRESENT: Steve Ziomek, Chairman
Ken Casey, Vice Chairman (telephonic)
William Bergdoll
Gunnar Buzzard
Bob Hobbi
William Schuckert

ABSENT: Michael Goode

STAFF: Sarah Ferrara, Aviation Planning & Outreach Coordinator
Shannon Johnson, Management Analyst
Gary Mascaro, Aviation Director
Chris Read, Airport Operations Manager
Katie Callaway, Risk Management Director

CALL TO ORDER

Chairman Ziomek called the meeting to order at 6:00 p.m.

ROLL CALL

A formal roll call confirmed the presence of Commissioners as noted above. Chairman Ziomek noted that this was to be Commissioner Buzzard's last meeting.

PLEDGE OF ALLEGIANCE

Chairman Ziomek led the meeting in the pledge of allegiance.

AVIATION DIRECTOR'S REPORT

Mr. Gary Mascaro, Aviation Director, reported that Landmark Aviation is planning to acquire all Ross Aviation Group operations in the country. Landmark will then be the second largest FBO chain in the world. However, at Scottsdale Airport some anti-trust issues mean that Landmark cannot acquire and keep both leaseholds. As a result, Landmark has made a decision to go ahead and divest the Ross Scottsdale, LLC leasehold. Landmark has an agreement with Signature Flight Support to become the FBO of choice at the Airport. Airport staff has been in discussions with Ross, Landmark and Signature and is evaluating the documentation that they need to provide and working on lease assignment documents. If all goes as expected, a July 1 closing is anticipated. Mr. Mascaro explained that this is all within the lease agreements, so there is no requirement to take this to the Commission or City Council for approval. This arrangement is public knowledge.

APPROVAL OF MINUTES

1. Approval of Minutes

Regular Meeting: May 14, 2014

Commissioner Buzzard noted that the first sentence of public comment should refer to Silverleaf, not Silver Lake.

Commissioner Bergdoll made a motion to approve the minutes of the May 14, 2014 regular meeting as amended. Commissioner Buzzard seconded the motion, which carried by a vote of six (6) to zero (0). Commissioner Goode was absent.

PUBLIC COMMENT

No members of the public wished to address the Commission.

REGULAR AGENDA ITEMS 1 - 8

1. Discussion and Input regarding Risk Management Insurance Update

Risk Management Director Ms. Katie Callaway presented the insurance renewal, which is on the City Council agenda for approval next week. She reviewed the loss history for the Airport, which includes a very small workers compensation claim.

Because this year will be extra busy with the Super Bowl, she recommended raising the per occurrence limit to \$300 million. The slight increase in premiums for FY 2014/2015 results from this raised limit, which will cost \$30,000.

Chairman Ziomek asked if the Airport's insurance is self-sustaining or part of the City budget. Mr. Mascaro assured him that it is self-sustaining and paid from the Aviation Fund.

Commissioner Buzzard asked if Ms. Callaway recommends reducing the per occurrence limit after Super Bowl for FY 2015/2016. Ms. Callaway said the limit was raised for Super Bowl 2008 and subsequently reduced. However she suggested they consider reducing it to \$200 million per occurrence rather than the current limit of \$100 million.

Commissioner Hobbi asked if there is any comparative analysis of airports of similar size to Scottsdale. Ms. Callaway said she has nothing at this point but they could research this.

2. Discussion and Input regarding Super Bowl 2015

Mr. Mascaro said staff has worked in tandem with the regional FAA, the tower, and the FBO operators. They have drawn up a game plan on what can be done differently and better than in 2008. At a meeting called by the FAA at Sky Harbor 40 to 50 high level FAA representatives from around the U.S. were in attendance. The FAA plans many modifications.

He presented the operational plan for Scottsdale Airport during the two-week period covering the Barrett-Jackson Collector Car Auction, the Pro Bowl, the Waste Management Phoenix Open golf tournament and finally the Super Bowl. He predicts the busiest two weeks in the Airport's history. Mr. Mascaro noted that the target audience for this presentation is the users of the Airport. The tower's hours of operation will likely be expanded from the usual 6:00 a.m. to 9:00 p.m. to 5:00 a.m. to 2:00 a.m. On the Monday after the Super Bowl the tower will operate from 5:00 a.m. to 9:00 p.m. Mr. Mascaro said these plans are currently subject to change. The FAA is very supportive of modifying plans as need be. The daily U.S. Customs service will be well advertized as they anticipate many Canadian travelers. They will also advertize the Airport's on-site fire fighting services. The Airport is not required to provide this but has chosen to do so, which is a plus to corporate aviation travelers. They are requesting that the Arizona Super Bowl Committee define Scottsdale as the preferred Valley airport.

Mr. Mascaro described the reservation program, which New Orleans had implemented during Super Bowl 2011. Pilots will reserve their takeoff slot through one of the FBOs and the information will be stored in a web-based system accessible to Airport staff, the FBOs, the FAA tower, TRACON, and the Albuquerque Center. This system, which will go into effect around halftime at the Super Bowl will apply to all aircraft, including those based at the Airport. Each aircraft will only be able to file one flight plan to ensure that the tower will not run out of squawk codes, which was a major problem in 2008.

Mr. Mascaro displayed the proposed parking plan for the Thursday to Monday of the Super Bowl weekend, noting staff will ask the Commission and City Council to make a temporary change to the rules and allow aircraft to park at the Airpark. Aircraft based at Scottsdale which are not planning to leave during this time period would be relocated temporarily. During the peak time frame from halftime at the Super Bowl through the Monday evening, only two arrivals per hour will be allowed, one for each FBO. Arriving aircraft was a major source of delay at the 2008 Super Bowl. This is a firm decision that will not change. The FAA will not issue clearance to fly into Scottsdale during this time frame without a PPR reservation. He has already discussed parking with the FBOs and suggested that they make arrangements with Airpark

tenants to use space on their aprons. The objective is to maximize use of the Airpark so the FBOs can bring in as many planes as possible.

Chairman Ziomek asked if incoming planes will be towed to the Airpark parking spaces. Mr. Mascaro said he would assume so, although all the details have yet to be determined.

Mr. Mascaro told the Commission that the FAA is instituting a change that will become permanent. For aircraft flying to the north, the current departure route for Scottsdale coincides with Deer Valley. The FAA is giving Scottsdale a new exclusive departure point in September, which will help speed up departures.

Mr. Mascaro said they will be working with the FBOs. Passengers and pilots will be required to wait in the facility. Vehicles will not be allowed on the airfield. This is not unusual during Super Bowl events at the past three locations. Scottsdale Air Center in fact instituted this procedure in 2008. Each FBO will have an airport departure control desk and will have the capability to juggle the slots if necessary. The logistics are still being worked out. The procedure will apply to aircraft based at the Airport if they want to take off during the peak period of halftime through Monday. That is the only way the system can work. The FAA is in the process of determining the slots available and will distribute on a first come, first served basis through the FBO reservation system. Mr. Mascaro shared that Scottsdale is receiving a lot more departure slots than Deer Valley. Pilots will be reminded of the noise abatement policies. The slogan is Scottsdale Airport, we're ready. Mr. Mascaro noted he will be giving this presentation to the NFL Super Bowl Committee next week.

Chairman Ziomek suggested some improvements to the map in the presentation. He suggested that the opening slide show Scottsdale or the mountains in the background.

Citing his personal experience with slot programs, Vice Chairman Casey cautioned that people used to flying corporate jets may not show up at the exact time specified. People want to leave a game early if the result is evident, whereas if a game is close they will stay until the end. Fortunately most people using Scottsdale will likely stay overnight anyway.

He added that the plan to allow only two arrivals per hour may not be workable because fractional companies will be relocating planes from all over the country to pick people up. Commissioner Goode might have useful insight into this question. He urged staff to work with the fractional companies, because their practice is to fly in just in time to pick up passengers and depart.

Mr. Mascaro said this is really a reservation system. Staff does not expect aircraft to depart at their precise departure time. However it triggers the ability to move as quickly as possible and get flights off. He has talked with FBOs who have experience with other Super Bowls who told him that the operators did a good job of getting flights off on time. He added that if everything is working smoothly flights may even be able to leave earlier than the slot time.

Mr. Mascaro reiterated that the two arrivals per hour is cut and dry as this is the only way the system can succeed. They have already advised the fractional companies, who may choose to use other Valley airports. He does not know what the other airports are doing as far as limiting arrivals. The PPR system will be in effect for as late on the Monday as necessary. The system is flexible in that regard; final details will be unknown until the final teams are known about ten days before the game.

Vice Chairman Casey suggested that the FBOs could be in a conflict of interest with regard to based aircraft that wish to depart during the peak period, since they would not be selling them any services or fuel. Mr. Mascaro said the FBOs understand that the Airport is a community and that the based aircraft use the same FBO companies at other airports.

Vice Chairman Casey said he realizes there is no perfect plan. It is good that plans are being made. He cautioned that what looks good in theory may be different in reality. He asked whether Deer Valley is planning to limit flight training over the Super Bowl weekend, since flight school operations cause IFR delays even for regular air traffic. Mr. Mascaro said they anticipate that all Valley flight schools will be closed for that weekend. Vice Chairman Casey said the flight schools would not get takeoff slots anyway.

Mr. Mascaro shared that the FAA's initial suggestion was to start the reservation system as early as the Thursday before the game, which in staff's opinion is unnecessary. He feels the current procedure is the best for the circumstances.

Chairman Ziomek said the plan appears to be flexible and well thought out. He inquired about emergency vehicles and helicopters for police and the news media. Mr. Mascaro said since helicopters do not use the runways the procedures will not change.

Commissioner Schuckert complimented Airport staff on integrating the Airpark into the plans.

3. Discussion and Possible Action to amend the Airport Primary Guiding Documents

Mr. Mascaro said although he did not attend the last Commission meeting he listened to the audio recording and heard the concerns of the public and the discussion. The regulations have been modified based on some of the public comment. Most importantly helicopter flight training services have been removed from the Airpark since there are no longer any operators offering that service and there is no anticipation to bring any new operators in.

Chairman Ziomek commented that the modifications encompass everything discussed at the last meeting.

Commissioner Buzzard made a motion to recommend approval of the amended Airport primary guiding documents. Commissioner Bergdoll seconded the motion, which carried by a vote of six (6) to zero (0). Commissioner Goode was absent.

4. Discussion and Input Regarding Monthly Operations Report for May 2014

Mr. Read presented the monthly operations report for May 2014.

5. Discussion and Input Regarding Monthly Financial Reports for April 2014

Management Analyst Ms. Shannon Johnson reviewed the April 2014 financial report. The Aviation Fund cash balance is about \$9.844 million. The accounts receivable aging report is doing well. Fuel flowage was up by about 8.9% for April and by nearly 10% fiscal year to date compared with last year.

6. Discussion and Input Regarding Public Outreach Programs and Planning Projects

Planning and Outreach Coordinator Ms. Sarah Ferrara reported that the organizers of Run the Runway have already scheduled this event for April 4, 2015.

The Twitter account @FlyScottsdale is growing steadily. She invited Commissioners to contact her with any announcements they want to publicize. She noted that photos garner a lot of attention. The U.S. Customs Service is still getting publicity. The article that appeared in the Scottsdale Republic after the last Commission meeting was retweeted by the Arizona Canadian Business Council.

Four projects within the Airport Influence Area were listed in the planning and zoning report in the past month. She sent out three voluntary curfew reminder letters.

Ms. Ferrara announced that MoneyRadio.com approached the Airport about advertizing. The Airport has placed a 30-second video segment on their site. This plays before any video on the website.

7. Discussion and Input Regarding Status of Aviation Items to City Council

Mr. Mascaro said City Council adopted the budget for the City with no changes to the Aviation budget.

8. Discussion and Possible Action to Modify the airport Advisory Commission Meeting Schedule and Commission Item Calendar

Chairman Ziomek noted that traditionally the Commission does not meet in July. Mr. Mascaro confirmed that no pressing matters would require the Commission to meet then.

Commissioner Bergdoll made a motion not to meet in July. Vice Chairman Casey seconded the motion, which carried by a vote of six (6) to zero (0). Commissioner Goode was absent.

FUTURE AGENDA ITEMS

None noted.

Chairman Ziomek invited Commissioner Buzzard to share his thoughts at the end of his six-year tenure on the Airport Advisory Commission. Commissioner Buzzard thanked his fellow Commissioners, the City of Scottsdale, and Airport staff. He has learned a great deal during his time on the Commission. He believes the Airport is in far better shape than when he was first on the Commission and appreciates the debates in the Commission. Commissioner Buzzard expressed his willingness to do anything to help the Commission in the future.

Chairman Ziomek thanked Commissioner Buzzard for his service, recalling that it was in fact Commissioner Buzzard who encouraged him to apply to the Commission.

Mr. Mascaro said on behalf of the City and Airport staff that they really appreciate everything that Commissioner and former Chairman Buzzard has done. Although very modest he was instrumental in streamlining many things during some of the challenges faced by the Airport.

ADJOURNMENT

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 7:05 p.m.

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